

Policy for Interim Use of the West Harpswell School

This policy is in effect until the Town Meeting or the Select Board acts on a long-range policy for the use of the West Harpswell School building. No guarantees of long-term use should be assumed if short-term use is permitted. The use will only be authorized if the number of applicants and the total degree of use is sufficient to allow a reduction in the insurance costs.

Applicants will present the following information in requesting use of the school:

1. Designation of a responsible party for the use, liability and incurred costs, e.g., a non-profit corporation, a for profit corporation, etc., including the financial capacity to be the responsible party.
2. A description of the proposed use, including benefits to the community
3. A description of the facilities and utility services (electricity, heat, water, etc.) required
4. The duration of the proposed use, beginning and ending dates
5. The frequency of use, and specific days and hours
6. The number of expected participants at any one time
7. Provision for management of the use
8. Discussion of the impact on other current or potential uses of the building

The Board may require a financial contribution to the costs of the proposed use.

The Board will consider the application and, at its sole discretion, authorize or deny use based on the information contained in an application.

Adopted by the Board of Selectmen November 10, 2011